

FY 2025 Budget Performance Review
09000 Office of Management and Enterprise Services

Version Original
 Lead Administrator: John Suter

Date submitted
 Lead Financial Officer: Megan Meers

9/29/2023

Agency Mission

Serving those who serve Oklahomans

Division and Program Descriptions

Note: Please define any acronyms used in program descriptions.

Administrative Services (1000001, 1000026, 1000027, 1000028)

Administration supports the director of OMES, coordinates and liaises with Capital Assets Management (CAM) to maintain the OMES offices within the Capitol; manages the OMES administrative offices for the director of OMES; and serves as the recording secretary for the Legislative Compensation Board and Contingency Review Board. Finance facilitates the financial functions specific to OMES operations. Public Affairs interfaces with the Legislature, news outlets and the general public in order to provide information, inform about OMES. Agency Business Services performs financial transaction processing as a shared service to state agencies.

Statewide Finance (1000002, 1000003, 1000014, 1000015, 1000025)

Budget provides a fiscal impact and policy analysis for the state and acts as the oversight function for approval of agency budgets. Tribal Gaming is responsible for monitoring compliance with Tribal compacts in place. Central Accounting and Reporting attends to the state's general ledger and accounting, monitors and processes all expenditure transactions through PeopleSoft. Finance Center of Excellence advises on best practices, drives process improvement, and manages reporting and training strategies for statewide finance functions. Grants Management's aim is to increase federal funding to the state in order to increase jobs and investment, expand into new fields through cooperation with federal, state, and local partners, and leads the State's efforts to plan for, implement, and account for COVID-19/ARPA and other large projects.

Capital Asset Management (all 20xxxxx)

Provides central printing, interagency mail, fleet management, federal and state property reutilization, state facilities strategy and operations, construction and properties, real estate and leasing, facilities management, and planning services for state agencies.

Risk, Assessment, and Compliance (all 21xxxxx)

Risk Management directs and manages property and liability coverage for both state and non-state entities including state agencies, higher education, rural fire districts, motor license agents, foster care parents and conservation districts. Assessment leverages digital technology to identify opportunities to improve business and purchasing practices. Compliance provides support and guidance related to compliance requirements and external audit responses for divisions of OMES.

HCM (3000000)

Provides human resources, talent management, employee benefits services, strategic workforce programs, and policy. In addition, provides employment counseling, resume assistance, and job search assistance for veterans for The Office of Veterans Placement at OMES.

EGID (all 40xxxxx)

Administers the self-funded HealthChoice insurance plans available to state, education and local government employees and retirees.

Central Purchasing (5000001)

Oversees the Statewide Purchasing Act, manages the State Use program, and provides procurement services for the agency and its clients/customers.

Information Services (all 8800xxx)

Responsible for the protection and provision of state IT services as pursuant to state legislation. Safeguards state data and applications; supports computers, phones, and software; Network & Servers: Builds and supports infrastructure for state data and applications; Applications: Builds, maintain and support applications and web services; Data: Support data integration and standards.

FY'24 Budgeted Department Funding By Source

Dept. #	Department Name	Appropriations	Federal	Revolving	Local ¹	Other ²	Total
1	Administrative Services	\$5,542,543	\$0	\$5,277,636	\$0	\$0	\$10,820,179
2	Statewide Finance	\$8,582,659	\$15,290,033	\$1,361,349	\$0	\$0	\$25,234,041
3	Capital Assets Management (CAM)	\$11,755,421	\$0	\$39,147,527	\$0	\$0	\$50,902,948
4	Risk, Assessment, and Compliance (RAC)	\$142,241	\$0	\$74,607,962	\$0	\$0	\$74,750,203
5	Human Capital Management (HCM)	\$6,221,370	\$0	\$6,803,703	\$0	\$0	\$13,025,073
6	Employees Group Insurance (EGID)	\$0	\$0	\$52,553,835	\$0	\$0	\$52,553,835
7	Central Purchasing	\$0	\$0	\$6,430,538	\$0	\$0	\$6,430,538
8	Information Services	\$96,953,269	\$0	\$114,651,265	\$0	\$0	\$211,604,534
9	County Emergency	\$0	\$0	\$0	\$0	\$4,000,000	\$4,000,000
10	Debt Service	\$30,145,934	\$0	\$0	\$0	\$0	\$30,145,934
11	Native American Cultural & Educational Authority (NACEA)	\$5,537,528	\$0	\$0	\$0	\$0	\$5,537,528
Total		\$164,880,965	\$15,290,033	\$300,833,815	\$0	\$4,000,000	\$485,004,813

1. Please describe source of Local funding not included in other categories: N/A

2. Please describe source(s) and % of total of "Other" funding if applicable for each department: County Emergency fund is dedicated to counties for loans, and is not part of OMES's operational budget.

Note: \$1,922,994 and \$25,349 of appropriations is transferred to Building and Facilities Revolving Fund (245); \$19,000,000 of appropriations is transferred to the OESC Technology Improvement Fund (269).

FY'23 Carryover by Funding Source

Class Fund #	Carryover Class Fund Name	Appropriations	Federal	Revolving	Local ¹	Other ²	Total
							\$0
							\$0
							\$0

1. Please describe source of Local funding not included in other categories:

2. Please describe source(s) and % of total of "Other" funding if applicable:

What changes did the agency make between FY'23 and FY'24?

1.) Are there any services no longer provided because of budget cuts?

No.

2.) What services are provided at a higher cost to the user?

Rental rates were increased at a maximum of 20% to tenant agencies effective 10/1/23

3.) What services are still provided but with a slower response rate?

None.

4.) Did the agency provide any pay raises that were not legislatively/statutorily required?

Yes, OMES completed a market study and structural reorganization that resulted in pay raises to agency personnel that were below market standards. This exercise also resulted in eliminated positions that resulted in better efficiency in use of state dollars.

FY'25 Requested Funding By Department and Source

Dept. #	Department Name	Appropriations	Federal	Revolving	Other ¹	Total	% Change
1	Administrative Services	\$5,542,543	\$0	\$5,277,636	\$0	\$10,820,179	0.00%
2	Statewide Finance	\$8,582,659	\$15,290,033	\$1,361,349	\$0	\$25,234,041	0.00%
3	Capital Assets Management (CAM)	\$11,755,421	\$0	\$39,147,527	\$0	\$50,902,948	0.00%

4	Risk, Assessment, and Compliance (RAC)	\$142,241	\$0	\$74,607,962	\$0	\$74,750,203	0.00%
5	Human Capital Management (HCM)	\$6,221,370	\$0	\$6,803,703	\$0	\$13,025,073	0.00%
6	Employees Group Insurance (EGID)	\$0	\$0	\$52,553,835	\$0	\$52,553,835	0.00%
7	Central Purchasing	\$0	\$0	\$6,430,538	\$0	\$6,430,538	0.00%
8	Information Services	\$96,953,269	\$0	\$114,651,265	\$0	\$211,604,534	0.00%
9	County Emergency	\$0	\$0	\$0	\$4,000,000	\$4,000,000	0.00%
10	Debt Service	\$30,145,934	\$0	\$0	\$0	\$30,145,934	0.00%
11	Native American Cultural & Educational Authority (NACEA)	\$5,537,528	\$0	\$0	\$0	\$5,537,528	0.00%
Total		\$164,880,965	\$15,290,033	\$300,833,815	\$4,000,000	\$485,004,813	0.00%

1. Please describe source(s) and % of total of "Other" funding for each department:
County Emergency fund is dedicated to counties for loans, and is not part of OME's operational budget.

Request by Priority		Request Description	Appropriation Request Amount (\$)
Request 1:	PeopleSoft Financials and Office 365 appropriation rightsizing		TBD
Request 2:	DaaS and ServiceDesk appropriation rightsizing		TBD
Request 3:	State Data Platform roadmap		TBD
Request 4:	Core employee system and roadmap		TBD
Request 5:			
Top Five Request Subtotal:			\$0
Total Increase above FY-24 Budget (including all requests)			\$ -
Difference between Top Five requests and total requests:			\$0

Does the agency have any costs associated with the Pathfinder retirement system and federal employees?
No.

How would the agency be affected by receiving the same appropriation for FY '25 as was received in FY '24? (Flat/ 0% change)
N/A - no additional appropriation requested

How would the agency handle a 2% appropriation reduction in FY '25?
In the event of a 2% reduction in appropriation, the following would need to occur: Delayed initiation of IT modernization and cybersecurity projects; Delayed repairs to buildings with an impact to health and safety for tenants (failing air handlers, etc); Delayed progress in shared services projects; Increased rates for services to agencies will need to be implemented.

Is the agency seeking any fee increases for FY '25?			Fee Increase Request (\$)	Statutory change required? (Yes/No)
Increase 1	N/A			
Increase 2	N/A			
Increase 3	N/A			

What are the agency's top 2-3 capital or technology (one-time) requests, if applicable?			Appropriated Amount (\$)	Submitted to LRCPC? (Yes/No)
Priority 1	Department of Agriculture Building - Air Handler and Air Terminal units replacement.		\$1,340,000	Yes
Priority 2	Department of Transportation Air Handler #3 replacement		\$767,500	Yes
Priority 3	Hodge Building, exterior wall panels of penthouse equipment room		\$577,711	Yes

Federal Funds							
CFDA	Federal Program Name	Agency Dept. #	FY 24 budgeted	FY 23	FY 22	FY 21	FY 20
11.549	Public Safety Broadband Network (PSBN) via the FirstNet grant	8800200	-	-	-	181,685.47	287,819.94
17.207	State Occupational Licensing Review and Reform Grant	1000002	-	-	107,149.66	92,443.00	91,551.00
84.425C	Governor's Emergency Education Relief I/II	1000015	12,260,000.00	168,491.67	236,598.33	-	-
21.023	Emergency Rental Assistance	1000015	-	50,165.00	37,835.00	-	-
	American Recovery Plan Act	1000015	3,030,033.00	877,936.33	2,601,557.07	-	-

Federal Government Impact	
1.) How much federal money received by the agency is tied to a mandate by the Federal Government?	None.
2.) Are any of those funds inadequate to pay for the federal mandate?	N/A
3.) What would the consequences be of ending all of the federal funded programs for your agency?	N/A
4.) How will your agency be affected by federal budget cuts in the coming fiscal year?	N/A
5.) Has the agency requested any additional federal earmarks or increases?	None.

FY 2024 Budgeted FTE							
Division #	Division Name	Supervisors	Non-Supervisors	\$0 - \$35 K	\$35 K - \$70 K	\$70 K - \$100K	\$100K+
1	Administrative Services	20	67.5	2.5	49	23	13
2	Statewide Finance	9	43	2	29	18	3
3	Capital Assets Management (CAM)	28	99.5	11	97.5	14	5
4	Risk, Assessment, and Compliance (RAC)	10	16.5	2.5	12	8	4
5	Human Capital Management (HCM)	17	56	3	41	20	9
6	Employees Group Insurance (EGID)	23	92.5	7.5	82	16	10
7	Central Purchasing	6	34	1	17	18	4
8	Information Services	86	575	6.5	298.5	279	77
Total		199	984	36	626	396	125

FTE History by Fiscal Year							
Division #	Division Name	FY 2024 Budgeted	FY 2024 YTD	FY 2023	FY 2022	FY 2021	FY 2016
1	Administrative Services	87.5	78.0	56.0	56.0	51.0	33.0
2	Statewide Finance	52.0	46.0	66.0	61.0	61.5	81.0
3	Capital Assets Management (CAM)	127.5	105.0	120.0	118.0	126.0	137.0

4	Risk, Assessment, and Compliance (RAC)	26.5	22.0	11.0	14.0	14.0	15.0
5	Human Capital Management (HCM)	73.0	51.0	44.0	51.0	59.0	61.0
6	Employees Group Insurance (EGID)	115.5	105.0	103.0	108.0	113.5	123.0
7	Central Purchasing	40.0	31.0	46.0	45.0	44.0	46.0
8	Information Services	661.0	598.0	622.0	563.0	552.0	806.0
Total		1183.0	1036.0	1068.0	1016.0	1021.0	1302.0

Performance Measure Review					
	FY 2023	FY 2022	FY 2021	FY 2020	FY 2019
Administrative Services					
Increase the percentage of employees who are fully engaged as measured by the annual OMES Employee Engagement Survey.	76	74	84	82	N/A
Statewide Finance					
The amount of state reserves in constitutional funds and funds not yet encumbered.	TBD	\$2.7 Billion	\$1.826 Billion	\$1.549 Billion	N/A
Capital Asset Management					
To reduce the State's overall real estate footprint to generate greater efficiencies with the transition to a more flexible work environment (i.e. increased teleworking capabilities) and reduce maintenance and energy costs.	315 sq.ft./person	314 sqft/person	324 sqft/person	324 sqft/person	N/A
Risk, Assessment, and Compliance					
Complete a review of agency internal purchasing procedures for new agencies, internal purchasing revisions and two	N/A	N/A	N/A	N/A	N/A
Human Capital Management					
Increase percentage of completion of statutory credit hours by supervisors statewide	TBD	Available January 2023	97%	89%	78%
Employees Group Insurance					
Manage healthcare premium cost growth at or below the national 5-year rolling average for HealthChoice members. Premium cost growth is measured by comparing costs of the national 5-year rolling average to the Oklahoma 5-year rolling average.	Oklahoma 1.5% National 5.2%	Oklahoma 0.9% National 4.8%	Oklahoma 2.2% National 3.1%	Oklahoma 2.50% National 3.20%	Oklahoma 2.30% National 3.60%
Central Purchasing					
Increase annual savings and cost avoidance for spend associated with statewide contracts, agency acquisitions, agency reported savings on spend within their threshold, and the P-card program. Annual calculation of savings reported by Central Purchasing	\$159.8 million	\$158.0 million	\$136.7 million	\$117.0 million	N/A
Information Services					
Reduce time to deliver new standard device to end user after receipt of request and confirmation of delivery details	TBD	4.1 days	5.2 days	N/A	N/A
First Call Resolution - Increase the percentage of issues resolved on the first call	TBD	65%	93%	61%	52%
Improve the resiliency of the state's cybersecurity defenses by decreasing the Security Resiliency Index.	65.0	78.0	164.4	181.7	N/A

Revolving Funds (200 Series Funds)			
Please provide fund number, fund name, description, and revenue source	FY'21-23 Avg. Revenues	FY'21-23 Avg. Expenditures	June '23 Balance
Fund number: Fund name			
20000 OMES Revolving	\$2,300,093	\$3,924,334	\$1,251,645
20100 General Purpose Revolving	\$0	\$6,528	\$0
20200 Deferred Maintenance	\$0	\$1,400	\$0
20300 Communications Revolving	\$10,007	\$5,089	\$12,228
20400 Tribal & Gaming Revolving	\$1,442,783	\$1,464,167	\$1,512,057
20500 Risk Management Revolving	\$52,627,155	\$51,291,158	\$52,724,261
21000 Telecommunications Revolving (ISD)	\$106,685,272	\$139,809,271	\$2,736,100
21700 Digital Transformation Revolving	\$0	\$1,400,043	\$95,514
22300 Risk Management Foster Families Revolving	\$449,790	\$445,272	\$29,026
22400 Criminal Just Pay for Success Fund	\$0	\$519,440	\$26,616
22500 State Use Committee Revolving	\$415,908	\$351,863	\$949,537
23100 Postal Services Revolving	\$658,930	\$665,802	\$237,186
24400 Statewide Surplus Property Revolving	\$4,928,146	\$4,944,433	\$799,557
24500 Facilities Service Revolving	\$11,916,422	\$17,255,347	\$288,457
	\$12,406	\$6,479	\$17,782

25000 CMIA Fund			
25500 Risk Management Motor License Agents Revolving	\$106,230	\$54,219	\$1,208,048
26000 Risk Management Fire Protection Revolving	\$1,669,796	\$1,561,148	\$5,826,831
26200 Risk Management Political Subdivision Participation Revolving	\$115,337	\$113,855	\$19,718
26500 Risk Management Worker's Comp Revolving	\$4,064,783	\$4,120,106	\$123,647
26800 Pay for Success Innovation Fund	\$0	\$38,824	\$2,783,529
27000 Cent. Purch/Registration of State Vendors Revolving	\$69,599	\$5,948	\$414,760
27100 Vendor Fees and Rebates Revolving	\$8,661,155	\$5,830,090	\$10,324,182
27500 State Recycling Revolving	\$688	\$67,122	\$1,039
28000 Fed. Surplus/State Surplus Property Revolving	\$875,105	\$990,554	\$513,017
28200 Const & Prop/State Construction Revolving	\$0	\$73	\$0
28300 Maintenance of State Buildings Revolving	\$3,753,958	\$4,103,093	\$17,739,064
28400 HCM Oklahoma Commission on Status of Women Revolving	\$100,571	\$40,854	\$216,284
29000 EGID Administration Revolving	\$47,870,355	\$47,326,601	\$494,201
29200 Medical Expense Liability Revolving	\$426,492	\$146,293	\$3,459,362
29400 OK Print Shop Revolving	\$1,861,983	\$1,699,638	\$831,686
29500 Emergency & Transportation Revolving	\$4,507,764	\$3,284,861	\$7,765,991
29600 State Fleet Management Fund	\$7,488,047	\$5,235,202	\$10,065,529
29800 Human Capital Management Revolving	\$6,300,866	\$7,240,354	\$392,321
29900 State Tribal Litigation Revolving	\$0	\$78,031	\$9,765,907

FY 2024 Current Employee Telework Summary

Agency Location / Address			Full-time and Part-time Employees (#)			
			Onsite (5 days onsite, rarely remote)	Hybrid (2-4 days onsite weekly)	Remote (1 day or less weekly onsite)	Total Employees
2120 NE 36th St	Oklahoma City	Oklahoma	8	6	1	15
200 NE 21st St	Oklahoma City	Oklahoma	1	1	0	2
2101 N Lincoln Blvd	Oklahoma City	Oklahoma	1	0	0	1
317 NE 31st St	Oklahoma City	Oklahoma	2	0	0	2
2221 N Culbertson Dr	Oklahoma City	Oklahoma	1	0	1	2
2222 N Walnut Ave	Oklahoma City	Oklahoma	14	2	1	17
2300 N Lincoln Blvd	Oklahoma City	Oklahoma	8	12	8	28
2307 N Central Ave	Oklahoma City	Oklahoma	5	2	0	7
2401 N Lincoln Blvd	Oklahoma City	Oklahoma	18	223	78	319
2501 N Lincoln Blvd	Oklahoma City	Oklahoma	1	1	0	2
2530 W Reno Ave	Oklahoma City	Oklahoma	2	0	1	3
3100 N Creston	Oklahoma City	Oklahoma	4	1	1	6
3115 N Lincoln Blvd	Oklahoma City	Oklahoma	24	388	213	625

List each agency location, then report the number of employees associated with that location in the teleworking categories indicated. Use "No specified location" to account for remote employees not associated with a site. Use actual current employees (headcount), not budgeted or actual FTE.

707 N Robinson Ave	Oklahoma City	Oklahoma	2	1	0	3
820 NE 23rd St	Oklahoma City	Oklahoma	4	0	0	4
Total Agency Employees						1036